

GOVERNOR'S ADVISORY COUNCIL ON LIBRARY DEVELOPMENT
MARCH 13, 2007
HARRISBURG, PA
Minutes Approved

Present: Matthew Flynn, Chair
Kathryn Stephanoff, Vice Chair
Sara Jane Cate
Francenia Emery
Robert Gallivan
Dr. Patricia Grey (telephonic participation)
David Mitchell
Dr. Larry Nesbit
Raymond Sobina

Ex-Officio: M. Clare Zales, Deputy Secretary of Education & Commissioner for Libraries

Office of Caryn J. Carr, Director, Bureau of State Library
Commonwealth Barbara W. Cole, Director, Bureau of Library Development
Libraries: John Emerick, Chief, Division of School Library Services, Bureau of Library Development
Rita Harries, Executive Secretary, Office of Commonwealth Libraries
Jeanne Metcalf, Administrative Officer, Office of Commonwealth Libraries
Judith Townsend, Chief, Division of Public Services, Bureau of State Library

WELCOME AND INTRODUCTION

Chairman Flynn convened the regular meeting of the Governor's Advisory Council on Library Development at 10:00 a.m., March 13, 2007, in Room 317 of the Forum Building, Harrisburg, Pennsylvania.

ADOPTION OF THE MINUTES OF THE JANUARY 9, 2007 MEETING

Gallivan moved to approve the minutes of the January 9, 2007 meeting as submitted. Stephanoff seconded the motion. The motion carried unanimously.

CHAIR'S REPORT

The Chair announced the five vacant seats on the Council have not been filled or reappointed: James Byrnes passed away; and Joanne Vavrek and Susan Zug elected not to seek reappointment. Robert Gallivan and Patricia Grey both wish to be reappointed and their names have been submitted to the Secretary.

Letters expressing Council's appreciation for their years of dedicated service were sent to Joanne Vavrek and Susan Zug. Joanne Vavrek served on the Council for eighteen years.

Larry Nesbit, Chair of the Rare Books Renovation Committee, sent a letter to Glen Ruzicka of the Conservation Center for Art and Historic Artifacts (CCAHA) in support of the Office of Commonwealth Libraries' Save America's Treasures grant. The intent of the letter was to stress the importance of CCAHA conserving the expected number of books within the timeframe of the grant. Unless the productivity increases, it is unlikely the conservation center will complete conservation of the agreed upon number of volumes within the contract period.

DEPUTY SECRETARY OF EDUCATION/COMMISSIONER'S REPORT

Commissioner Zales' written report is made part of these minutes as "Attachment A."

Budget

Deputy Secretary Zales reported the Governor's Budget recommends a 0.3% increase in the library subsidy. The State Library operations are recommended to receive an increase of 4.6%. Although this recommended increase will help offset salary increases, it does not provide sufficient money to pay for the maintenance costs of the new Rare Collections Library. Maintaining the environmental controls for the vaults will cost approximately \$100,000 per year.

Zales reported that, due to a tight fiscal environment, the Governor's budget recommends level funding for the all other library appropriations. Unfortunately, the Regional Libraries for the Blind and Physically Handicapped (RLBPH) are in the second of a five year process to transition from analog Talking Books recorded on cassette to Digital Talking Books stored on flash memory cartridges. The cost of adapting the two RLBPH systems to handle the migration from analog to digital technology is

\$250,000 per year over a five-year period. If the state budget does not include this funding, Commonwealth Libraries must use Library Services and Technology Act (LSTA) funds each year, leaving fewer dollars available for statewide and competitive grant projects. Deputy Secretary Zales noted that every dollar of state money that goes into the Library for the Blind and Physically Handicapped appropriation releases a dollar in LSTA funds for other library projects.

The House and Senate have conducted appropriations hearings for Education. This year, legislators from both houses asked questions concerning library support. The Pennsylvania Library Association will now actively advocate for a public library subsidy increase of 3.5% which is consistent with the Governor's proposed increase of other education subsidies.

Departmental Reorganization

The Departmental reorganization announced at the January Council meeting is proceeding. The Division of School Library Services will be officially dissolved. However, all services provided by that division will continue but will be spread across two deputates. The Office of Elementary and Secondary Education under Deputy Secretary Diane Castelbuono in the Bureau of Teaching and Learning Support will assume the school library services. The programs administered by the school library services, POWER Library and the ACCESS Database, will continue to be the responsibility of the Bureau of Library Development. The PDE Resource Center will remain within the Bureau of Library Development though it moved to a new location within the education building at 333 Market Street. The Director of School Library Services will continue to attend Council meetings and report on school library activities.

Zales announced Rita Harries, who served as secretary to Council, will retire in mid-April.

ACTION BY COUNCIL

At the January meeting Council moved to support a number of proposed Library Code amendments. The Agency has opted not to support the proposed changes at this time; however, Deputy Secretary Zales requested Council's support to initiate one of the changes--Executive Librarian certification. The intent is to prepare future leaders in the public library community, especially those who assume leadership positions in district library centers and systems. The proposed Executive Librarian certification would require library professionals to take additional training in the areas of leadership, management, budget, and administration. The Office of Commonwealth Libraries would like to convene a committee to develop guidelines that will be presented to the Council for their approval.

Bob Gallivan made a motion to approve that the Office of Commonwealth Libraries develop guidelines outlining the requirements a professional librarian will need to fulfill to attain certification as an executive librarian. Stephanoff seconded the motion. The motion carried unanimously.

BUREAU REPORTS

School Library Services--John Emerick

School Library Services has moved to the Bureau of Teaching and Learning Support on the 8th floor of 333 Market Street. This Bureau is oriented towards the K-12 education community; however, through work with the POWER Library and ACCESS Pennsylvania, School Library Services will continue to work with every type of library.

School Library Services is currently working with Ross Todd, a professor at Rutgers University, to study the impact of building principals on the quality of school libraries and, consequently, on student test scores. There is no documentation any where in the United States about the influence of school principals on school libraries and test scores; Pennsylvania is the first to study this question. Ross Todd and his team will be surveying Pennsylvania public school principals in May.

Emerick has been working with PDE staff member Holly Jobe on Classrooms for the Future, a new state initiative to increase the number and effective use of computers in classrooms. To ensure that school librarians are included in this effort, Emerick and Jobe will present a session at the Pennsylvania School Librarians Association Annual Conference (PSLA) in April.

Emerick emphasized the importance of attendance at the PSLA conference and that Council's attendance is very much appreciated. The conference runs from Friday, April 13-Saturday, April 14.

Evelyn Werner, the PDE Resource Center coordinator is retiring June 22 after thirty years of service. In addition, Emerick announced that he would be retiring April 27 after more than 14 years at the Department and a

total of 47 years in education. He expressed thanks to the Council for their ongoing support to school libraries and encouraged them to continue in this endeavor. Emerick will continue involvement with PSLA and will work as a strong advocate for school libraries.

Matt Flynn expressed appreciation on behalf of Council for Emerick's dedication and hard work for Commonwealth Libraries and for all libraries. The Council applauded his efforts and many successes.

Zales remarked that the retirement of Evelyn Werner would be a significant loss as for many years she has led the Resource Center with great skill, professionalism, good humor and class. Werner's leadership and responsiveness will be greatly missed and Zales asked Emerick to convey those sentiments to her.

Inter-consortia Library Meetings--Caryn Carr

Representatives from the Philadelphia Area Consortia for Special Collections Libraries (PACSL), PALINET (a 5 state library network) and the Pennsylvania Academic Consortium Inc. (PALCI), the Office of Commonwealth Libraries and Access Pennsylvania met a number of times over the past two years. Discussion topics included digitization initiatives, collection development, offsite storage and exchange lists for books and journals. This group is now involved in an LSTA project involving a collaborative group of scholars, historians, school and public libraries, historical societies, school teachers and professional historians to set priorities for historical collections that need to be digitized.

The group is currently applying for foundation grants to hire a consultant to determine what the various library consortia throughout the state are doing, where the gaps are and where there are overlaps. The project should help to prevent duplication of effort while ensuring needed work is getting done.

Follow-up on Save America's Treasures Grant Status--Caryn Carr

The National Endowment for the Humanities (NEH) liaison for the Save America's Treasures grant assured the Office of Commonwealth Libraries we can apply for a one-year extension with a second extension a possibility. At the conclusion of the grant, approximately half of the General Assembly collection will be conserved.

Visit by Senator Mary Jo White--Caryn Carr

Carr reported that the Office of Commonwealth Libraries intends to apply for additional NEH funding for the statewide preservation of newspapers in digital format. Senator Mary Jo White, who has a special interest in newspaper preservation, toured the State Library newspaper facilities and met with Dave Mitchell, Tim Williams, Executive Director of the Pennsylvania Newspaper Association, and Carr to discuss how she can support our efforts with Pennsylvania newspapers. That meeting and the taping for her weekly television broadcast are planned for Monday, March 26, 2007. Senator White requested a visit to the Thornburgh reading room, Archives, several digitized collections and offsite storage at the University of Pittsburgh.

Bill & Melinda Gates Foundation Grants—Barbara Cole

Cole distributed a report to Council. She noted the Bill & Melinda Gates Foundation has been generous to Pennsylvania and their generosity continues. The most recent project includes another round of hardware grants for libraries serving poor communities that have been unable to replace their public access computers. For the first time, Gates is allowing the use of intermediaries to handle the grant. PALINET will implement this program in Pennsylvania. This is a relief for the Office of Commonwealth Libraries since two other Gates grant programs will be implemented during the same time period.

The Rural Libraries Sustainability project is underway. A brochure describes workshops that are available as part of this grant with Office of Commonwealth Libraries staff members Hollinger, Megdad and Young as the trainers. These workshops give rural librarians advocacy tools to use to help raise funds from private or government sources to continue public access computing in their libraries.

Next fall and into the following year, a Spanish Language project will be implemented in conjunction with WebJunction. WebJunction is a Gates-funded website with many tools and additional help for librarians, especially in the area of technology. Workshops about serving the Spanish speaking population will be held for librarians throughout Pennsylvania.

Ask Here PA – A 24/7 virtual reference service —Barbara Cole

Cole explained if you have a question and go to this service, you'll receive an answer. With over 21,000 questions answered since September, Ask Here PA is already outdoing New Jersey, which has offered virtual reference for a few years. We are thankful for the hard work libraries are contributing by volunteering to staff the virtual reference desk. Cole personally is appreciative to Vince Mariner who has been a wonderful program

coordinator and really hit the ground running. Mariner planned regional meetings with the site coordinators with the first one scheduled in Allentown.

There will be promotion of the service including a number of radio spots and sponsoring some public radio programs. We will be tracking to see if this promotion brings in more questions and Ask Here PA activity.

Since this program is supported through the Access Pennsylvania Database program, we want school libraries and school children to be involved. Although school librarians are not expected to staff the virtual reference desk, we do want them to make use of Ask Here PA and urge children to use this service in order to help them to become regular library users. So far, the program has been very successful with a substantial percentage of use coming from K-12 school students. The lowest use is from college students.

Regional Libraries for the Blind and Physically Handicapped—Barbara Cole

Library services for people with vision impairments and physical disabilities that prevent the use of regular print are paid from three different sources of money.

- One source is the National Library Service (NLS), which is part of the Library of Congress. The NLS produces and distributes talking books, which are recorded at a speed and in a format that cannot be used in a conventional machine. The talking books and other materials that Pennsylvania gets from the NLS were valued last year at \$3.3 million. Most of the Talking Books users cannot get to a library; therefore, this service is very much to the homebound.
- Another source of support for the service is free postage provided by the U.S. Postal service, valued last year at \$3.7 million for Pennsylvania. Both the NLS and the Post Office have increased the support provided over the past six years.
- The state appropriation has remained level at \$2.9 million since 2001 with 2007-2008 being the seventh year of level funding. That money helps operate the two centers for staff salaries and for storing the talking books. The lack of increases in state funding for operations has put a strain on both the Carnegie Library of Pittsburgh and the Free Library of Philadelphia, the two libraries that operate the Regional Libraries for the Blind and Physically Handicapped in Pennsylvania.

Bureau of Library Development Personnel

- The Bureau of Library Development has two new vacancies but expects they will be filled this year. Last month, Anne Kruger, who had been an adult services librarian at the Lancaster Public Library and was most recently a representative for the Ingram Book Group, joined the advisory staff.
- Cole announced that she would be retiring the end of June 2007 after 35 years as a librarian and 25 years of service to the Department. Cole said the staff in Library Development is very strong and will carry on well. Flynn expressed appreciation to Cole for her years of service, hard work and leadership and stated she will be greatly missed.

COMMITTEE REPORTS

Advocacy – Knowledge Initiative Stakeholders Meeting –Barbara Cole

Cole provided a report on behalf of Dave Mitchell who has been an excellent advocate for the Knowledge Initiative. This Initiative is proposed to provide high-level science and technical resources for start-up help high tech and biotech companies. Cole distributed informational handouts on the Initiative.

Mitchell conducted a stakeholders' meeting with individuals who are interested in the project. In attendance were Jeannine Martilla, Director of the Technology Investment at the Department of Community & Economic Development, Richard Novotny, Director of the Erie County Redevelopment Authority, Susan Breon, Executive Director of the Center for eBusiness, (Breon came up with many of the ideas for eBusiness in Pennsylvania), Glenn Miller, Executive Director of the Pennsylvania Library Association and Debbie Malone, an academic library director who has been actively advocating for the Knowledge Initiative as part of the legislative committee of the Pennsylvania Library Association. Jim Hollinger and Barbara Cole represented Commonwealth Libraries.

The meeting was fruitful and helped improve communication between the library and the economic development communities. The group agreed that an ad hoc committee is needed to work on a business plan. Dave Mitchell is optimistic the initiative can be funded once the proposal is fleshed out.

Cole expressed appreciation to David Mitchell for his diligence and for his strong advocacy role.

Rare Books Renovation Project – Dr. Larry Nesbit

Larry Nesbit announced the project is nearing completion. The bake-out will remove all the impurities from the Rare Collections Library prior to installing the rare book collection. This phase has been delayed quite a few times. The State Library plans to move its collections in early May or whenever the bake-out is fully completed.

Project Architect Rusnov recently attended a meeting of the IMLS Grant advisory committee and posited this project will create the finest rare book vault in the United States. Working to its projected levels, this combination of systems will stop all degradation of paper for two to three hundred years. Using efficiencies designed into the Rare Collections Library, other facilities such as the National Archives can expect to save millions of dollars in energy costs each year.

Council issued three letters of commitment to DGS for a total of \$675,000, but DGS has not yet collected the funds. Nesbit discussed the budget statement reporting a balance of \$86,819. At the last Rare Book Committee meeting, scheduled photographs were requested in order to have these architectural photographs for anticipated presentations and to complete project records.

Carr reiterated Nesbit's comment on the significance of this project. She received a positive response to a program proposal she made to the Library Administration and Management Association (LAMA) program committee during the mid-winter American Library Association Conference. Working with Rusnov, a program will be developed for a LAMA presentation at the 2008 Conference.

Rusnov provided a pictorial documentation of the project as a final report. Although not of architectural quality, the photos give a good representation of the project's detailed finishes, lighting and skilled workmanship.

Nesbit reported on the budget report made part of these minutes as "Attachment B." He noted there was a quarter with only one charge of \$225.00 related to the October grand opening celebration. Cate moved to approve the financial reports as submitted. Gallivan seconded the amended motion. The motion carried unanimously.

When the IMLS Grant advisory panel toured the Rare Collections Library, a member mentioned oxygen and carbon dioxide sensors should be installed in the vault to ensure these gas levels stay at safe levels. The sensors and installation costs will cost approximately \$11,000. Nesbit asked for a motion to approve that charge once we receive the final invoice from the contractors. Gallivan moved to approve this charge. Stephanoff seconded the motion. The motion carried unanimously.

Flynn asked that when these requests are made Council have documentation to review the proposed charges. Nesbit assured Council that every attempt to do so would be made in future requests.

Nesbit commented that we are still wrestling with the idea of getting additional legislative support for our project. Nesbit will contact Maggie Giannelli to request a meeting with her and Senate President ProTempore Scarnetti to discuss support for our project. Nesbit requested that Gallivan and Mitchell encourage the Senator's support and asked that if Gallivan or Mitchell have any ideas or insights concerning legislative support, to share them with him or Zales.

Sobina asked what type of support is needed. Nesbit commented that support is needed to release \$10 million currently set aside in legislation to continue preservation of the Civil War through World War I collection and the renovation of the Law Library. Sobina noted that he will attend a legislative day and would be willing to spread the word to his local legislators. Several legislators have indicated strong support for the Rare Collections Library, but Council needs to have additional support. The Lieutenant Governor has been a very strong advocate for this project and recently hosted a breakfast for newly elected House members where the Rare Books Library was featured. Rusnov and Zales provided an introduction to the many rare and historic treasures that was so well received the Lieutenant Governor requested it be repeated for incoming Senators.

The search of federal support continues in Washington, D.C. with Stephanoff reporting to Council she was invited to an event for Senator Specter this month and hopes to have an opportunity to discuss this project. Cate asked whether Senator Casey would be interested in learning about the background due to his parents' interest in libraries.

Sobina asked if we were going to recognize as a group the accomplishments of Zales, Nesbit, Metcalf and Carr, and anyone else. Flynn noted that we were planning on doing this once the project is completed.

Zales noted that it would be very much appreciated if a letter from Council would be sent to Secretary Creedon and Secretary Zahorchak on this great success. Secretary Creedon was very generous with Rusnov's time and that of the engineers. He has also allowed Rusnov's time to continue with the IMLS grant, which was above and beyond the time frame of the project. The IMLS research component would not have moved forward were it not for Rusnov's continued support. Sobina made a motion that a letter of appreciation be drafted to recognize his accomplishment

OTHER ANNOUNCEMENTS

Rusnov made Council aware of the need to defray costs for additional security measures and those made by the Capitol Police based on studies for high-risk locations after 911. Rusnov requested that to take advantage of cost savings, current project subcontractors should install the security equipment with Rusnov providing oversight. The current cost is approximately \$15,000 but could end up costing much more. Flynn asked for documentation of an amount before Council takes action to approve such an expenditure.

Following a short discussion of cost estimates, Flynn asked for a motion to act on the security issues now. Gallivan made a motion to accept this action. Stephanoff seconded the motion. The motion passed unanimously.

2007 COUNCIL MEETINGS

April 13, 2007 -- (4:30-5:30) School Library Association Annual Conference, Hershey, PA

June 12, 2007 -- SCI Forest, Marienville, PA

October 14, 2007 -- Pennsylvania Library Association Annual Conference, State College, PA

Sobina announced that it is an honor for Council to visit his area for the June meeting. They have planned activities and are putting together an itinerary. He also wants to invite their district center representatives to attend and consider this to be a high profile event.

TOUR OF RARE COLLECTIONS LIBRARY

Council toured the Rare Collections Library with architect Neal Rusnov.

ADJOURNMENT

Stephanoff moved to adjourn. Gallivan seconded the motion. Flynn adjourned the meeting at 12:00 p.m.

Respectfully submitted,

Rita J. Harries, Executive Secretary
Office of Commonwealth Libraries